



**STATE OF HAWAII  
DEPARTMENT OF ACCOUNTING  
AND GENERAL SERVICES  
P.O. BOX 119  
HONOLULU, HAWAII 96810-0119**

June 19, 1998

**PROCUREMENT CIRCULAR NO. 1998-05 (E)**

TO: ALL Chief Procurement Officers

SUBJECT: Hawaii Public Procurement Manual

Attached for your distribution is the Hawaii *Public Procurement Manual, NO KE KU 'AI ANA . . . to purchase*. This manual is a composite of the Hawaii Public Procurement Code, Chapter 103D of the Hawaii Revised Statutes, and Title 3, Subtitle 11, Hawaii Administrative Rules on procurement.

It provides users with a quick reference and overview of the various methods of procurement for goods, services, or construction; explains the responsibility for property management of state property; and informs users of the services available from the Surplus Property Office. The manual also offers a detailed key word index which gives brief explanations of terms and their application by citation in the statute or rule.

In the future, we intend to incorporate this manual into procurement training classes. If there are any parts of the manual that require further clarification, please so advise us.

A handwritten signature in dark ink, appearing to read "Lloyd I. Unebasami".

LLOYD I. UNEBASAMI  
Administrator  
State Procurement Office

JF:sk

Attach.